

Kay County Justice Facilities Authority  
Regular Meeting  
Friday, June 9, 2023  
Kay County Detention Center  
Newkirk, OK 74647

The Trustees of the Kay County Justice Facilities Authority (JFA) met in a regular session at 2:30 p.m. Friday, June 9, 2023, in the Sheriff's training room of the Kay County Detention Center (KCDC) in Newkirk, OK. Notice of the regular meeting was posted for public information on June 8, 2023, at the Kay County Detention Center front door, the Sheriff's training room door in Newkirk, OK, and on the Kay County Website.

Chairman Steve Kelley called the meeting to order.

Roll Call: Trustees: Mark Detten, present; Natalie Fraser, present; Jimmy Greenhagen, present; Shane Jones, present; Steve Kelley, present; Jim Stieber, present; Lee Stout, absent. Others present were as follows: Don Jones, KCDC Director; Kay Hughs, KCDC Administration; David Ash, KCDC Program Director; Claude Williams, Taxpayers for Transparency; Tammy Reese, Kay County Clerk/Secretary.

Motion was made by Stieber and seconded by Greenhagen approving the regular meeting minutes of May 12, 2023. Motion carried: Detten, aye; Fraser, aye; Greenhagen, aye; Jones, aye; Kelley, aye; Stieber, aye.

Jail Director report by KCDC Director Don Jones: Jones reported the average inmate count by month for May was 265 males per day, 44 females per day, and 310 inmates per day. Jones noted there was an increase in the fentanyl inmates' intake. He said the cameras and DVRs are being replaced, a water filter has been installed, and inmate scanners will be installed in August. In the kitchen area, the dishwasher, titling skillet, and mixers all need to be replaced. He told the KCDC is currently fully staffed and that the staff is receiving training; he said he had some off on vacation and FMLA. Fiscal year-to-date collections-\$4,520,915 and Fiscal year-to-date debt service bond payment-\$1,506,240. Kay Hughs gave the revenue report.

Motion was made by Detten and seconded by Stieber approving to elect Steve Kelley as Chairman for the KCJFA Board for FY 2023-24. Motion carried: Detten, aye; Fraser, aye; Greenhagen, aye; Jones, aye; Kelley, aye; Stieber, aye.

Motion was made by Detten and seconded by Kelley approving to elect Jim Stieber as Vice-Chairman for the KCJFA Board for FY 2023-24. Motion carried: Detten, aye; Fraser, aye; Greenhagen, aye; Jones, aye; Kelley, aye; Stieber, aye.

Motion was made by Stieber and seconded by Detten approving and **authorizing the chairman to sign and select the ACCO Workman's Comp Payment Options 2 for \$75,195, and approval of the Resolution to participate in ACCO-SIF Worker's Compensation Insurance FY2023/2024.** Motion carried: Detten, aye; Fraser, aye; Greenhagen, aye; Jones, aye; Kelley, aye; Stieber, aye.

Motion was made by Stieber and seconded by Greenhagen approving the Turnkey Health contract renewal with the Kay County Detention Center with a monthly contract-billing rate of \$71,526.00 FY2023/2024. Jones told the board there was a 3½% increase and he stated he is satisfied with this company. Motion carried: Detten, aye; Fraser, aye; Greenhagen, aye; Jones, aye; Kelley, aye; Stieber, aye.

Motion was made by Kelley and seconded by Stieber approving the IT support agreement for McDonald's Computer Service with a monthly contract rate of \$2,480.00 FY2023/2024. Jones said there hasn't been an increase in nine years. Motion carried: Detten, aye; Fraser, aye; Greenhagen, aye; Jones, aye; Kelley, aye; Stieber, aye.

**Detention Center FY2023/2024 KCDC staff salaries and operations budget:** Jones presented the board with a 7-page budget to review. He explained the budget is figured on projections (sales tax, revenue, etc.). Jones said \$4.5 million was received in sales tax collections for FY 2022-23 and the rest of the budget is dependent on revenue such as transports, Tribal, Bridgeway, DOC housing, court fees, telephone revenue, etc. Jones stated he prepares a jail-level budget.

Trustee Detten expressed concerns and stated he would prefer to see the budget in the actual performance using the same format as Baskin, Hadley & Associates, viewing line item by line item. Jones said that the board could ask Baskin, Hadley & Associates to prepare the budget in that format. Detten spoke about the cash balance and the fact that it is going down and wanted to know Jones' reconciliation for that; he said if we are eating up cash we have a negative balance. Jones said he works off the projections and does not overspend.

Greenhagen said this is how the budget has been presented in the past and that there was nothing out of the normal.

Motion was made by Stieber and seconded by Greenhagen approving the **Detention Center FY2023/2024 KCDC staff salaries and operations budget for FY 2023-2024 in the amount of \$6,337,127.** Motion carried: Detten, abstained; Fraser, aye; Greenhagen, aye; Jones, aye; Kelley, aye; Stieber, aye.

Motion was made by Detten and seconded by Kelley approving to transfer of \$250,000 from Sales Tax Account XXX4183 to Sales Tax Salaries Account XXX5719 for Detention Center salaries. Motion carried: Detten, aye; Fraser, aye; Greenhagen, aye; Jones, aye; Kelley, aye; Stieber, aye.

Motion was made by Greenhagen and seconded by Kelley approving July, August, September, October, November, December 2023, and January, February, March, April, May, and June 2024 Blanket Purchase Orders. Motion carried: Detten, aye; Fraser, aye; Greenhagen, aye; Jones, aye; Kelley, aye; Stieber, aye.

Motion was made by Greenhagen and seconded by Jones approving **May and June 2023, Purchase Orders.** Motion carried: Detten, aye; Fraser, aye; Greenhagen, aye; Jones, aye; Kelley, aye; Stieber, aye.

Motion was made by Kelley and seconded by Detten approving May, June, and July 2023 KCDC bi-weekly employee payroll not to exceed \$88,000.00 gross salary per pay period. Motion carried: Detten, aye; Fraser, aye; Greenhagen, aye; Jones, aye; Kelley, aye; Stieber, aye.

There were no unscheduled public appearances.

Motion was made by Kelley and seconded by Stieber to adjourn at 3:31 p.m. Motion carried: Detten, aye; Fraser, aye; Greenhagen, aye; Jones, aye; Kelley, aye; Stieber, aye.

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Approved this 11<sup>th</sup> day of August 2023.

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Steve Kelley, Chairman

Attest:

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Tammy Reese, Secretary/Kay County Clerk  
County of Kay/State of Oklahoma  
Kay County Justice Facilities Authority  
(Seal)

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